

Revision Date: August 2002

REPORT GENERATION

SECTION C-1

C-1 REPORT GENERATION

C-1.1 GENERATING REPORTS

The procedures to generate standard PRISM reports are described on the next several pages. The examples use the PBS module. The same general method also applies to all the other modules.

There are three basic types of PRISM report outputs: file, screen, and printer.

- 1) File -- The report will be written in your \$HOME/reports directory. You can view the output with the UNIX "more" command, or download the output file to your PC.
- 2) Screen -- The report will be displayed interactively on the screen. You can press the **Enter** Key for next page, '-' for previous page, or 'q' to quit.
- 3) Printer -- The report will be printed to a local printer attached to your PC, or to a system printer connected to the ~~CEAP~~ CEEIS network.

Example of Report Menu:

01-JUL-02		P B S R E P O R T S M E N U		073001PH PBSRPTS	
----- STUDY BUDGET REPORTS -----					
1 - Study Data Summary Table (A-2.5)		3 - GI New Starts Listing			
2 - Study Data Summary Listing					
----- CONSTRUCTION BUDGET REPORTS -----					
4 - Project Data Summary Table (B-2.1)		9 - Non-Federal Required Contributions and Other Costs Summary (B-2.2D)			
5 - Project Data Summary Listing		10 - Harbor Maintenance Trust Fund Requirements Summary (B-2.2E)			
6 - Federal (Corps) Funding Requirements Summary (B-2.2A)		11 - Completions Summary (B-2.3)			
7 - Inland Waterways Trust Fund Requirements Summary (B-2.2B)		12 - Count of Funded Projects			
8 - Other Federal Agency Funding Summary (B-2.2C)		13 - PBS Versus PB2A Comparison			
----- OTHER REPORTS -----					
14 - PBS Project/Study List		17 - Press Release		20 - FUSRAP Data Summary Listing	
15 - Balance-to-Complete		18 - Incorrect FY First		21 - Backlog Summary	
16 - Capability		19 - FUSRAP			
99 - Exit from PRISM					
Enter Your Choice: █					
[F10]--Previous menu [PgDn]--Check jobs running [HOME]--Go to reports directory					
Count: *0 <Replace>					

The first step in generating a report is to select the report you want from the applicable module menu.

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Using the PBS Study Data Summary Listing as an example, from the PBS Reports Menu choose option 2 to get to the PBS Study Data Summary Listing options screen displayed below.

```
15-JUL-99      PBS REPORTS - STUDY DATA SUMMARY LISTING 071698PH GILISTRPT
-----
EROC: %      MR&T:      BFY: 2001      LEVEL: C
-----
PHASE SELECTION:  1 - SURVEY ONLY  2 - PED ONLY  3 - SURVEY & PED
PROGRAM SELECTION:  1 - BY PROGRAM  2 - 10-YR PROGRAM  3 - ALL RECORDS
FUNDING LEVELS:  1 - BASELINE  2 - DECREMENT  3 - CAPABILITY
-----
SORT SELECTION:  (ORDER BY PROJECT NAME)
1 - WITHIN STATE      6 - WITHIN STATE WITHIN DIST/DIV
2 - WITHIN FUND CODE WITHIN HQ-SORT  7 - WITHIN GROUP WITHIN DIST/DIV
3 - WITHIN FUND CODE (APPN/CCS)  8 - WITHIN FUND CODE WITHIN DIST/DIV
4 - WITHIN DISTRICT    9 - WITHIN CORPS (HQUSACE ONLY)
5 - WITHIN DIVISION
-----
DISPLAY RECON & FEAS COMPLETION DATES? (Y/N) : N
-----
      <-- Press the [END] key here to start the report

Examples: B1 selects data only for B1.  B% for B0, B1, B2, etc.  % for all.
Count: *0                                     <Replace>
```

After entering the requested information on this screen to specify the sort and selection options you desire, press the **End** key or the **Enter** Key to continue.

Note: The characteristics of this report are explained in the PBS Module in Section B-2. The objective of this chapter is simply to show the overall method of generating PRISM reports.

C-1.2 REPORT DESTINATION SCREEN

15-JUL-99	REPORT DESTINATION SCREEN	012797PH	PRTPARAM
<p>SAVE REPORT IN A FILE? (Y/N) <input type="checkbox"/></p> <p>DISPLAY OUTPUT ON SCREEN? (Y/N) <input checked="" type="checkbox"/></p> <p>AUTOMATICALLY PRINT REPORT? (S/L/N) <input type="checkbox"/></p> <p>PRINT STATION: <input type="text"/></p> <p>NO. OF COPIES TO PRINT: <input type="text"/></p>			
Enter Y or N Count: *0		<Replace>	

After you enter the options for the particular report you are running, the Report Destination Screen will be displayed. All PRISM reports use this screen. From this screen you indicate where you would like the report output to go. Your options are any combination of the following: a) save the output in a file, b) display the report on your screen, and c) print the report.

Save Report in a File

If you enter **Y** at the **SAVE REPORT IN A FILE?** prompt, the report output will be saved in a file in your \$HOME/reports directory on the CEAP computer on which PRISM resides. You can get to the UNIX system command prompt in your \$HOME/reports directory by pressing the **HOME** key from any PRISM menu. From there you can view the output files you have generated, using the UNIX more, cat, or pg commands. See Section C-2 (UNIX) in this manual for more information on UNIX system commands. You can also use FTP or Vistacom file transfer capabilities to download output files to your PC if you wish.

Note: Files in your \$HOME/reports directory will automatically be deleted if they are more than seven days old. If you want to retain a file longer than seven days you must move it out of your \$HOME/reports directory. Here is how you can do this:

- Press the **HOME** key from any PRISM menu.
- Type **"mkdir \$HOME/keep"** (This will create a directory called "keep" (or whatever other name you want to call it) under your \$HOME root directory.)
- Type **"mv \$HOME/reports/filex \$HOME/keep/filex"** (This will move "filex", where filex is the name of the file you want to move, from your "reports" directory to your "keep" directory.)

DISPLAY OUTPUT TO SCREEN? (Y/N)

Enter **Y** at the **DISPLAY OUTPUT ON SCREEN** prompt if you wish to view the report interactively a (screen) page at a time. If you choose this option you will have to wait until the report is complete, and then the report will display on your screen. It may take from several seconds to several minutes for the report to complete, depending on the particular report you are running and the current load on the computer from other jobs.

You may need to adjust the font being used by your communications software package in order to avoid having long lines cut off or wrapped around on your screen.

Below is an example of a report displayed on-screen.

CALCASIEU LOCK, LA						(FY-FIRST): 1999 (
PROGRAM): - (DIU/DIST): B2 (MUN)								
FEDERAL(CORPS):		3900	100	691	-104	0	104	691
1121	675	1313	0	0				
0	0	0	0	0	0			
NON-FEDERAL:		0	0					0
0	0	0	0	0				
0	0	0	0	0	0			
CAMERON LOOP, CALCASIEU PASS, LA						(FY-FIRST): 1998 (
PROGRAM): - (DIU/DIST): B2 (MUN)								
FEDERAL(CORPS):		1100	0	300	-45	0	45	300
400	400	0	0	0				
0	0	0	0	0	0			
NON-FEDERAL:		1100	0					300
400	400	0	0	0				
0	0	0	0	0	0			
Page (1) [Enter] - PgDn '-' - PgUp 'q/Q' - Quit >								

When the report is displayed, on the right side of line 24 you will see a '>' sign. This is where the cursor is and where you tell the procedure what to do. Press the **Enter** Key for page down, '-' for page up, and 'q' or 'Q' for quit.

Press the letter **h** for a help screen which displays other commands available. For example, if you enter **5** and press the **Enter** key, the screen will go to page 5. This will not be page five of the printed report, but the fifth screen page. If from this point you enter **+5** and **Enter** then screen page 10 will be displayed. Now from here, let's say you have gone too far. Type **-3** and **Enter** and you will find yourself back on screen page 7.

You can search for text by entering a '/' followed by the text you want to search for at the '>' prompt. For example, if you've run a PB2A report and want to go immediately to the Method of Finance portion of the report, type '/METHOD' at the '>' prompt and press **Enter**. Note that the search is case sensitive.

Automatically Print Report

Enter **S** at the **AUTOMATICALLY PRINT REPORT?** prompt to direct output to a remote system printer connected to the **CEAP CEEIS** network. If you choose this option, the name of your current default remote print station will be displayed and you will also be given the opportunity to enter a different **REMOTE PRINT STATION** if you want. If you want to use your default, simply press **Enter** at the **REMOTE PRINT STATION** prompt.

Enter **L** at the **AUTOMATICALLY PRINT REPORT?** prompt to send the report to your local printer. This will send control codes to your PC's current default printer which direct the output to your printer along with appropriate font selections. The control codes should work for most HP and HP-compatible laser printers. Although it is not required for local printing in PRISM, use of WinSig software is recommended for control of local printing from applications such as PRISM and CEFMS. For more information on using WinSig to print to a local printer, see section C-1.4.

Enter **N** at the **AUTOMATICALLY PRINT REPORT?** prompt if you do not want any hard-copy output at this time.

If you enter either **S** or **L**, you will be prompted for the **NO. OF COPIES TO PRINT**. The default is one.

Report Status Screen

```
*****
*                                REPORT STATUS                                *
*****

Starting Time : Mon Jul 1 12:58:05 GMT 2002

User ID       : s0cwbegc
Report Name   : gilistrpt
Process ID    : 14869
Destination   : File Printer
Report Log    : $HOME/reports/gilistrptstat.3
Report Output : $HOME/reports/gilistrpt_out.3
No. of Copies : 1
Print Station : Local
PRISM Software: production
PRISM Database: production

-----

Report is running. Please wait...
```

This screen appears when you finish the Report Destination Screen and the report begins execution. This screen displays the user id, report name, process id, report output destination, the name for the file containing the execution status log of the report , number of copies requested, print station name, if any, and the PRISM location from which the report will run.

Note that the Process ID is a unique system-generated number which identifies the current process associated with this report.

After the report completes execution, an execution status log file will be saved in your \$HOME/reports directory under filename xxxstat (where xxx is the name of the report). If for some reason the report abnormally terminates, the error messages will be included in this status log file.

C-1.3 CHECK PROCESS STATUS

Press the **Page-Down** key from any PRISM menu if you want to check the status of all processes currently running under your user ID. For example, if you have requested a report, you can determine if the report is still running or has completed. When you press the **Page-Down** key from a PRISM menu you will see a line displayed for each process currently running. If your report is still running, you will see a line whose process name is something like /hqusace/s0cwb111/prism/production/reports/object/xxx (where xxx is the name of the report you are running). Alternatively, if you know the Process ID (PID) number (see previous page) of your report, you can look for it to determine if the report is still running.

C-1.4 USING WINSIG

For those PRISM users who have WinSig installed and running on their personal computer, the PRISM application uses the WinPrint command (part of the CEFMS WinSig suite) as the method for printing reports when 'L' (Local Printer) is entered on the Report Destination Screen in response to the 'Automatically Print Report?' prompt. Printing PRISM reports to local printers does not require WinSig, but use of WinSig is recommended. Contact your local Information Management support if you need help in obtaining, installing, or registering WinSig on your computer.

When you request a report to be printed to your local printer the output will be sent to either the printer attached to your LPT1 port or to a network printer. ~~captured to the LPT1 port.~~

~~If you are printing to a printer attached to the LPT1 port on your computer then you should not need to change the printer configuration in order to facilitate printing. In order to print to a network printer (a printer that is not physically connected to your computer) you must capture that printer to port LPT1. The instructions below tell how to determine whether you currently have a printer captured to port LPT1 and if not how to capture the printer port.~~

Prism users who are currently able to print from CEFMS using WinPrint should not have any problems printing to their local printer from PRISM.

~~Capturing a Network Printer to LPT1~~

~~Follow the steps below to capture a network printer to port LPT1:~~

- ~~1. Click on the **Start** button on the task bar.~~
- ~~2. Click on **Settings**.~~
- ~~3. Click on **Printers**.~~
- ~~4. Right click on the desired printer.~~
- ~~5. Click on **Properties**. A property sheet for the selected printer will pop up.~~
- ~~6. Click on **Details** tab.~~

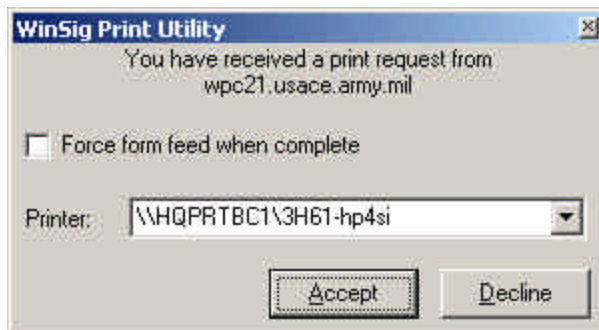
~~To determine if the desired printer is already captured to LPT1 press the **End Capture** button. If you get the message "**There are no network printers currently connected**" then you will need to capture the printer to port LPT1. LPT1 is the only printer port currently supported by the PRISM application. If the printer is listed under LPT1 then your printer is already captured to the required port and you may proceed to the section "**Printing from the PRISM Application**" below.~~

- ~~7. Click on **Add Port**. Ensure that the 'Network' option is selected then click on the **Browse** button. You may require assistance from Information Management personnel to determine the printer path associated with the desired printer if the selection is not clear. After the appropriate printer is selected click on **OK** to close the 'Browse for Printer' window, then click on **OK** to close the 'Add Port' window.~~
- ~~8. The printer selected in step 7 will be displayed in the drop down window titled 'Print to the following~~

- port'. Highlight the printer path/name then press **Ctrl-Insert** to write the data to the clipboard.
9. Click on **Capture Printer Port** button.
 10. Ensure that LPT1 is displayed in the Device window. If it is not displayed, select it by using the drop down port selection window.
 11. Click inside the 'Path' window and then press **Shift-Insert** to copy the information that was copied to the clipboard in step 8.
 12. Ensure that the 'Reconnect at Login' box is checked. Click on **OK** to close the 'Capture Printer Port' window.
 13. Click on **OK** to exit the 'Printer Property Sheet'.
 14. Close the 'Printers' window. You are now ready to print.

Printing from the PRISM Application.

Whenever the local print mode is selected for any of the PRISM reports and the WinSig option was selected in the initial login screen to PRISM the following window will display prior to commencing printing. (The window that is displayed will identify that the request is from wpc21 rather than from cpc23 as shown in the following example.)



Click on the **Choose Printer** button to select the desired printer. After printer selection is complete click on **Configure WinPrint** and the following window will be displayed.

Click on the boxes to select 'Map carriage return to return+linefeed' and 'Bypass Windows spooler and write directly to captured port'. Click on **OK**.

Click on **YES** to grant the print request and the report should begin printing on the desired printer.

Scroll down to select the desired printer, then click on **Accept**.